

EMPLOYEE:

CLAIM #



## Job Analysis Form

ALTERNATE FORMAT AVAILABLE

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**JOB TITLE** Solid Waste Preventative Maintenance Specialist (Oiler)

**JOB CLASSIFICATION** Solid Waste Preventative Maintenance Specialist

**DICTIONARY OF OCCUPATIONAL TITLES (DOT) NUMBER** 630.381-022

**DOT TITLE** Lubrication-Equipment Servicer

**DEPARTMENT** Natural Resources and Parks

**DIVISION** Solid Waste

**# OF POSITIONS IN THE DEPARTMENT WITH THIS JOB TITLE** 2

**CONTACT'S NAME & TITLE** Steve Smith, Supervisor II, SWD

**CONTACT'S PHONE** 206-396-1749

### ADDRESS OF WORKSITE

Cedar Hills Landfill  
16645 228<sup>th</sup> Ave SE  
Maple Valley, WA 98038

**VRC NAME** Kyle Pletz

**DATE COMPLETED** 11/13/08

**Date Revised** 5/14/09

### WORK HOURS

6:00am to 2:30 pm Monday through Friday, 40 hours per week.

**OVERTIME** (Note: Overtime requirements may change at the employer's discretion)  
Optional, Rare. Up to 15 hours per year. Overtime hours vary based upon business demand.

Fair Labor Standards Act, Non-Exempt (hourly).

### JOB DESCRIPTION

Performs preventive maintenance and tire repair on a variety of vehicles, stationary equipment and heavy duty construction equipment.

### ESSENTIAL ABILITIES FOR ALL KING COUNTY JOB CLASSIFICATIONS

1. Ability to demonstrate predictable, reliable, and timely attendance.
2. Ability to follow written and verbal directions and to complete assigned tasks on schedule.
3. Ability to read, write & communicate in English and understand basic math.
4. Ability to learn from directions, observations, and mistakes, and apply procedures using good judgment.
5. Ability to work independently or part of a team; ability to interact appropriately with others.

6. Ability to work with supervision, receiving instructions/feedback, coaching/counseling and/or action/discipline.

### **JOB SPECIFIC REQUIREMENTS**

Basic mathematical aptitude and knowledge in the use and care of tools and equipment. Must have basic knowledge of industrial and shop safety rule, procedures and equipment. Must have skill in the use of basic hand and air tools. Must have basic knowledge of computer operation as well as the ability to use maintenance, operations, and parts manuals to assist in preventative maintenance and repairs. Must possess a Washington State Driver's License. Commercial Driver's License (CDL) with class B endorsement.

### **ESSENTIAL FUNCTIONS**

1. Performs preventive maintenance and tire repair on a variety of vehicles, stationary equipment and heavy duty construction equipment.
2. Perform preventative maintenance and safety inspections of vehicles.
3. Clean a variety of heavy equipment and vehicles.
4. Use diagnostic equipment to evaluate vehicle emission.
5. Document maintenance, repairs and problems on work orders.
6. Assist other personnel in troubleshooting and evaluation repair needs, planning strategies, and parts, tools, and equipment needs.
7. Open and close work orders using computer terminals.
8. Plan and coordinate repairs with other work areas.
9. Attend specialized training classes as required.
10. Maintain inventory, receive and stock various tires.
11. Dispose of scrap tires in accordance with policies and regulations.
12. Operates class B vehicles in order to complete maintenance and repair tasks.

### **PERSONAL PROTECTIVE EQUIPMENT USED**

Safety vest, coveralls, hearing protection, eye protection, work boots, gloves, knee pads, rain gear and breathing protection.

### **OTHER TOOLS & EQUIPMENT USED**

Tires, various hand tools, oil filters, air filters, various County vehicles (both manual and automatic transmissions), lube truck, tire truck, forklift, heavy duty construction equipment, dozers, backhoes, excavators, pressure washer, landfill compactors, oil, various vehicle fluids, computer, jumper cables, telephone, air tools, crane, inflation gage, tire balancing machine, tire separator, tire-mounter, pen, paper, work orders and heavy equipment such as mowers, trailers, backhoes, loaders, dump truck, belt loaders and dozers.

### **PHYSICAL DEMANDS AS JOB IS TYPICALLY PERFORMED**

Continuously = occurs 66-100% of the time

Frequently = occurs 33-66% of the time

Occasionally = occurs 1-33% of the time

Rarely = may occur less than 1% of the time

Never = does not ever occur (such demands are not listed)

Highly Repetitive = Repeating the same motion every few seconds with little or no variation for more than two hours total per day.

**This job is classified as**

Heavy—exerting 50-100 pounds of force occasionally, and/or 25-50 pounds of force frequently, and/or 10-20 pounds of force constantly to move objects.

**Standing**

Health Care Provider initials if restricted\_\_\_\_\_

Occasionally on all conceivable surfaces including construction surfaces, uneven ground, dirt, gravel, grass, active landfill surface, wet, slick surfaces etc. for up to 2 minutes at a time for up to 1 hour total in a work shift. Most commonly occurs while mounting tires, balancing tires, retrieving tires, and performing lubrication duties.

**Walking**

Health Care Provider initials if restricted\_\_\_\_\_

Frequently on all conceivable surfaces including construction surfaces, uneven ground, dirt, gravel, grass, active landfill surface, wet, slick surfaces etc. for distances of up to 300 feet for up to 20 minutes at a time for up to 3 hours total in a work shift. Most commonly occurs while walking between vehicles and the shop, walking between various County buildings, assisting persons in the field and unloading tires from a delivery truck.

**Sitting**

Health Care Provider initials if restricted\_\_\_\_\_

Frequently on a stool or automobile seat for up to 2 hours at a time for up to 5 hours total in a work shift. Most commonly occurs while driving, performing computer duties, addressing work orders, performing maintenance documentation. Driving can consist of taking a lubrication truck to Skykomish, Algona, Shoreline, Bow Lake, Renton, Houghton, Factoria, Cedar Falls, Enumclaw or Vashon Island.

**Climbing stairs**

Health Care Provider initials if restricted\_\_\_\_\_

Occasionally for up to 15-20 steps for up to 20 seconds at a time for up to 30 minutes total in a work shift. Most commonly occurs while traversing stair cases at Cedar Hills and various transfer stations.

**Climbing**

Health Care Provider initials if restricted\_\_\_\_\_

Occasionally on large machinery to heights of up to 5 feet for up to 10 seconds at a time for up to 1 hour total in a work shift. Most commonly occurs while servicing heavy equipment as well as getting in and out of various County trucks.

**Balancing**

Health Care Provider initials if restricted\_\_\_\_\_

Occasionally on all conceivable surfaces including heavy equipment, construction surfaces, uneven ground, dirt, gravel, grass, active landfill surface, wet, slick surfaces etc. at heights of up to 7 feet for up to 30 minutes at a time for up to 1 hour total in a work shift. Most commonly occurs while servicing heavy equipment at work sites, which can include undeveloped land.

**Bending neck up**

Health Care Provider initials if restricted\_\_\_\_\_

Frequently on all conceivable surfaces for up to 5 minutes at a time for up to 4 hours total in a work shift. Most commonly occurs while servicing vehicles and heavy equipment in the field, mounting tires, emptying drain pans and installing tires.

**Bending neck down**

Health Care Provider initials if restricted\_\_\_\_\_

Frequently on all conceivable surfaces for up to 5 minutes at a time for up to 4 hours total in a work shift. Most commonly occurs while servicing vehicles and heavy equipment in the field, mounting tires, emptying drain pans and installing tires.

**Bending/Stooping**

Health Care Provider initials if restricted\_\_\_\_\_

Frequently on all conceivable surfaces for up to 5 minutes at a time for up to 4 hours total in a work shift. Most commonly occurs while servicing vehicles and heavy equipment in the field, mounting tires, emptying drain pans and installing tires. The employee can alternate with kneeling or squatting, in accordance with personal preference, on most occasions.

**Kneeling**

Health Care Provider initials if restricted\_\_\_\_\_

Occasionally to frequently on all conceivable surfaces for up to 10 minutes at a time for up to 2-3 hours total in a work shift. Most commonly occurs while inspecting, replacing and repairing tires. The employee can alternate with bending/stooping or squatting, in accordance with personal preference, on most occasions.

**Squatting**

Health Care Provider initials if restricted\_\_\_\_\_

Occasionally to frequently on all conceivable surfaces for up to 10 minutes at a time for up to 2-3 hours total in a work shift. Most commonly occurs while inspecting, replacing and repairing tires. The employee can alternate with kneeling or bending/stooping, in accordance with personal preference, on most occasions.

**Crawling**

Health Care Provider initials if restricted\_\_\_\_\_

Occasionally on all conceivable surfaces for distances up to 5 feet for up to 10 seconds at a time for up to 30 minutes total in a work shift. Most commonly occurs while inspecting, replacing and repairing tires as well as inspecting the underside of heavy equipment, replacing oil filters, manipulating jack and jack stands and removing and replacing oil pan plugs.

**Operating Controls with Feet**

Health Care Provider initials if restricted\_\_\_\_\_

Frequently on a stool or automobile seat for up to 2 hours at a time for up to 5 hours total in a work shift. Most commonly occurs while driving. Driving can consist of taking a lubrication truck to Skykomish, Algona, Shoreline, Bow Lake, Renton, Houghton, Factoria, Cedar Falls, Enumclaw or Vashon Island.

**Reaching above shoulder height**

Health Care Provider initials if restricted\_\_\_\_\_

Frequently for up to 5 minutes at a time for up to 3 hours total in a work shift while performing lubrication duties on vehicles that are on a lift or when working in a pit.

**Reaching at waist to shoulder height**

Health Care Provider initials if restricted \_\_\_\_\_

Continuously for up to 2 hours at a time for up to 7 hours total in a work shift while driving various County vehicles, performing lubrication duties and working on tires and wheels.

**Reaching at knee to waist height**

Health Care Provider initials if restricted \_\_\_\_\_

Occasionally for up to 30 seconds at a time for up to 1 hour total in a work shift while performing lubrication duties as well as balancing, mounting and inspecting tires.

**Reaching at floor to knee height**

Health Care Provider initials if restricted \_\_\_\_\_

Occasionally to frequently on all conceivable surfaces for up to 10 minutes at a time for up to 2-3 hours total in a work shift. Most commonly occurs while inspecting, replacing and repairing tires.

**Lifting 1-10 pounds**

Health Care Provider initials if restricted \_\_\_\_\_

Occasionally for up to 1.5 minutes at a time for up to 1.5 hours total in a work shift. Most commonly occurs with weights of 2-7 pounds while manipulating various hand tools, filters, fluids, air tools, nozzles, small tires, lube gun and oil gun.

**Carrying 1-10 pounds**

Health Care Provider initials if restricted \_\_\_\_\_

Occasionally for distances of up to 300 feet for up to 1.5 minutes at a time for up to 1.5 hours total in a work shift. Most commonly occurs with weights of 2-7 pounds while transporting various hand tools, filters, fluids, air tools, nozzles, small tires, lube gun and oil gun.

**Lifting 11-20 pounds**

Health Care Provider initials if restricted \_\_\_\_\_

Occasionally for up to 1.5 minutes at a time for up to 2 hours total in a work shift. Most commonly occurs with weights of 13-17 pounds while manipulating various air tools, tool kits and small tires.

**Carrying 11-20 pounds**

Health Care Provider initials if restricted \_\_\_\_\_

Occasionally for distances of up to 60 feet for up to 1.5 minutes at a time for up to 2 hours total in a work shift. Most commonly occurs with weights of 13-17 pounds while transporting various air tools, tool kits and small tires.

**Lifting 21-50 pounds**

Health Care Provider initials if restricted \_\_\_\_\_

Occasionally for up to 15 seconds at a time for up to 30 minutes total in a work shift. Most commonly occurs with weights of 30-40 pounds while manipulating tires and rims.

**Carrying 21-50 pounds**

Health Care Provider initials if restricted \_\_\_\_\_

Occasionally for distances of up to 10 feet for up to 20 seconds at a time for up to 1 hour total in a work shift. Most commonly occurs with weights of 30-40 pounds while loading and unloading various tires.

**Lifting 51-100 pounds**

Health Care Provider initials if restricted \_\_\_\_\_

Rare for up to 10 seconds at a time for up to 5 minutes total in a work shift. Most commonly occurs with weights of 50-80 pounds while manipulating tires and batteries.

### **Pushing and Pulling**

Health Care Provider initials if restricted \_\_\_\_\_

Frequently for distances of up to 60 feet for up to 3 minutes at a time with a force of up to 30 pounds for up to 4 hours total in a work shift while rolling tires as well as turning wrenches and ratchets.

### **Handling**

Health Care Provider initials if restricted \_\_\_\_\_

Continuously for up to 2 hours at a time for up to 6 hours total in a work shift while manipulating hand tools and automotive parts as well as driving.

### **Operating Controls with Hands**

Health Care Provider initials if restricted \_\_\_\_\_

Continuously for up to 2 hours at a time for up to 6 hours total in a work shift while operating the computer mouse, power tools, pressure washer, air tools and heavy equipment as well as driving various County vehicles with manual and automatic transmissions.

### **Fingering**

Health Care Provider initials if restricted \_\_\_\_\_

Frequently for up to 2 minutes at a time for up to 3 hours total in a work shift while using a computer and writing as well as manipulating screws, bolts, drain plugs, filters, and small hand tools.

### **Feeling**

Health Care Provider initials if restricted \_\_\_\_\_

Occasionally for up to 2 minutes at a time for up to 1 hour total in a work shift while touching scuffs for tire patches as well as threading lug nuts, filters and screws.

### **Talking**

Health Care Provider initials if restricted \_\_\_\_\_

Frequently for up to 5 minutes at a time for up to 4 hours total in a work shift while conversing with co-workers, customers, superiors and vendors.

### **Hearing**

Health Care Provider initials if restricted \_\_\_\_\_

Frequently for up to 40 minutes at a time for up to 5 hours total in a work shift while conversing with co-workers, customers, superiors and vendors as well as when identifying potential safety hazards such as moving machinery when working out in the field.

### **Seeing**

Health Care Provider initials if restricted \_\_\_\_\_

Continuously for up to 2.5 hours at a time for up to 7.5 hours total in a work shift while performing preventive maintenance and tire repair on a variety of vehicles, stationary equipment and heavy duty construction equipment.

### **Working with Heightened Awareness**

Health Care Provider initials if restricted \_\_\_\_\_

Continuously for up to 2.5 at a time for up to 7.5 hours total in a work shift while working on vehicles as well as working in an environment that includes, moving machinery, active landfill, etc.

## **ENVIRONMENTAL FACTORS**

Oilers primarily work on concrete floors but also work on slight inclines and uneven surfaces inside and out of doors in foul weather conditions. Oilers are occasionally exposed to vehicle exhaust, cleaning chemicals, oils, gasoline, diesel fuel, and hydraulic fluid. The noise level is

moderately loud to loud. Work can also be performed in an outdoor setting on a landfill or various county work locations in/on a pieces of equipment. The employee is continuously exposed to odors from the trash as well as dust from the landfill. The employee is continuously exposed to vibration of the hands when operating the heavy equipment. Not all exposures associated with this position can be individually identified as the employee works in a landfill setting.

**The noise level is**

HCP Initials if Restricted

Approximately 90 decibels. The noise is caused by diesel trucks, air tools.

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**Work environment may include the following exposure(s):**

HCP Initials if Restricted

Outside weather: Frequently

Non-weather related temperatures above 75 degrees: Rare

Wet: Frequently

Humidity/dampness: Frequently

Fumes: Frequently

Odors: Continuously

Dusts: Frequently

Mists: Frequently

Gases: Rarely

Moving mechanical parts: Continuously

Vibration: Frequently

Working in high, exposed places: Frequently

Working with explosives: Occasionally

Toxic or caustic chemicals: Rarely

Confined spaces: Rarely


**POTENTIAL MODIFICATIONS TO JOB**

Multiple lifts (cranes, forklift, jacks etc) are available for tires, vehicles etc.

Kevlar gloves are available to avoid getting the hands cut.

Anti-vibration gloves for when using vibratory tools.

## SIGNATURES

Signatures on this page are obtained before the document becomes available for use and are not required each time the document is reused. Obtained signatures are kept on file at King County Safety & Claims. The Health Care Provider signature section is separate and appears on the following page.

\_\_\_\_\_  
Kyle Pletz, BA, VRC, Vocational Consultant  
Printed name & title of VRC evaluator

\_\_\_\_\_  
Signature of VRC evaluator

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed name & title of contact

\_\_\_\_\_  
Signature of contact

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed name & title of employee

\_\_\_\_\_  
Signature of employee

\_\_\_\_\_  
Date

### HEALTH CARE PROVIDER SECTION

Check all that apply

- ☐ The employee is released to perform the described duties without restrictions on performance or work hours as of \_\_\_\_\_.
- ☐ The employee is released to perform the described duties on a reduced schedule as of \_\_\_\_\_. The recommended schedule is: \_\_\_\_\_  
☐ Temporary until \_\_\_\_\_ ☐ Permanent as of \_\_\_\_\_
- ☐ The employee is released to perform the described job with the following modifications: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
☐ Temporary until \_\_\_\_\_ ☐ Permanent as of \_\_\_\_\_
- ☐ The employee is not released to perform the described duties due to the following job functions: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
☐ Temporary until \_\_\_\_\_ ☐ Permanent effective \_\_\_\_\_
- ☐ The employee is unable to work in any capacity.  
A release to work is: ☐ anticipated by \_\_\_\_\_ ☐ Not expected

The limitations are due to the following objective medical findings:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Printed or typed name and phone number of Health Care Provider

\_\_\_\_\_  
Signature of Health Care Provider

\_\_\_\_\_  
Date